

## **Deputy Director Developmental Disabilities Administration**

Location: Washington, DC

### **Open Until Filled**

If you like to stay busy and immersed in cultural activities, then Washington, DC is the place to be! Museums, restaurants, great climate, green space and job opportunities are among the many positives of living in the Nation's Capital. Not to mention the residents of the District of Columbia are highly educated and the region has some of the best schools in the country. Each day the District of Columbia continues to be ranked in the top 10 of thriving city indicators where you can live, work and play.

The District of Columbia Department on Disability Services (DDS) is seeking a Deputy Director to lead the Developmental Disabilities Administration (DDA). The DDA provides leadership and oversight for the District (State) DD system designed to meet the needs and aspirations of people and their families through a private provider network and public service coordination services. The DDA coordinates the overall service delivery system for over 2,200 adults receiving HCBS waiver, ICF/IID and/or state funded services. The DDA is the operating agency for the District's IDD HCBS waiver including budget responsibility for the 175 million dollar program, and implements a robust quality and performance management system. This administration operates as both the state agency and the local service delivery management entity due to the unique nature of the District of Columbia.

The District's DDS is participating in the five year Supporting Families throughout the Lifespan Community of Practice awarded to NASDDDS by the Administration on Intellectual and Developmental Disabilities (AIDD), the Employment First State Leadership Mentor Program funded by Office of Disability Employment Policy (ODEP), and is a participating state in the State Employment Leadership Network (SELN) and National Core Indicators (NCI). The incumbent is expected to contribute as a thought leader in the development of new models of responsive and outcome oriented services to expand supports to families, increase employment outcomes and bring self-direction to the District. He/she will provide leadership for current systems change initiatives including Person-Centered Thinking, provider transformations to deliver services without walls, No Wrong Door Planning, implementation of the CMS Transition Plan for settings and quality improvement in day and vocational services.

The incumbent will lead stakeholder development and engagement to ensure meaningful participation, communication and collaboration with the entire DD community to achieve mission driven outcomes. He/she will establish strategic and operational plans to ensure the development and implementation of programs, policies and procedures that meet District and Federal laws, regulations and Court Orders and furthers best practice in the District. This position reports to the Agency Director and directly supervises three major divisions, Service Coordination, Operations and Quality Management. The Deputy Director develops budgets and ensures appropriate fiscal administration and exercises discretionary authority to approve the allocation and distribution of funds in the administration's budget.

**Requirements:** Bachelor's degree in behavioral or social science; or related disciplines appropriate to the position. Master's degree preferred.

**Preferred Experience:** Five (5) years of senior management experience in government or large private service organization directly related to the field of IDD services.

**How to Apply**

Resumes for this vacancy announcement can be submitted online at [dds.jobs@dc.gov](mailto:dds.jobs@dc.gov) for consideration.

**Contact Information**

All questions related to employment should be directed to Melonie Buckley, HR Specialist  
[melonie.buckley@dc.gov](mailto:melonie.buckley@dc.gov)